

Exhibit 300: Capital Asset Plan and Business Case Summary

Part I: Summary Information And Justification (All Capital Assets)

Section A: Overview

1. **Date of Submission:** 2010-09-14

2. **Agency:** 184

3. **Bureau:** 15

4. **Name of this Investment:** IT Transition

5. **Unique Project (Investment) Identifier (UPI):** 184-15-01-01-01-2022-00

6. **What kind of investment will this be in FY 2012?:** Planning

- Planning
- Full Acquisition
- Operations and Maintenance
- Mixed Life Cycle
- Multi-Agency Collaboration

7. **What was the first budget year this investment was submitted to OMB?** FY2010

8.

- a. **Provide a brief summary of the investment and justification, including a brief description of how this closes in part or in whole an identified agency performance gap, specific accomplishments expected by the budget year and the related benefit to the mission, and the primary beneficiary(ies) of the investment.**

This is a strategic initiative derived from the Agency's new 2010 IT Strategic Plan (ITSP), Target Enterprise Architecture (Target EA), and Enterprise Transition Roadmap (ETR). When completed, this initiative will better align the Agency's IT services, systems, and operations to support its mission. This initiative will address: 1) Completing the rollout of the OPSMaster system – a mission-level tool for budget execution and reporting; 2) an Enterprise Data Management (EDM) Pilot - will pilot an approach for precisely defining, integrating, and effectively retrieving data for both internal applications and external communications; the pilot will also provide opportunities for the OCIO to "learn by doing" as it implements a functional EDM system (functional, but reduced in scope to allow it to be completed in FY11) and will provide USAID staff opportunities to use the system, discover its benefits, and consider ways it might improve their business operations; 3) a Cloud Computing pilot – will pilot an approach for using publicly-hosted applications and information services by the Agency for global deployment; the pilot will also provide opportunities for the OCIO to "learn by doing" as it migrates a functional system to a publicly hosted environment (functional, but reduced in scope to allow it to be completed in FY11) and will provide USAID staff opportunities to use the system, discover its benefits, and consider ways it might improve their business operations.

- b. **Provide any links to relevant websites that would be useful to gain additional information on the investment including links to GAO and IG reports.**

Title	Link
NONE	

9.

- a. **Provide the date of the Agency's Executive/Investment Committee approval of this investment.**
2008-08-19
- b. **Provide the date of the most recent or planned approved project charter.** 2008-08-19

10. Contact information?

- a. **Program/Project Manager Name:** *
Phone Number: *
Email: *
- b. **Business Function Owner Name (i.e. Executive Agent or Investment Owner):**
Phone Number: *
Email: *

11. What project management qualifications does the Project Manager have? (choose only one per FAC-P/PM or DAWIA): Project manager assigned but qualification status review has not yet started.

- Project manager has been validated according to FAC-P/PM or DAWIA criteria as qualified for this investment.
- Project manager qualifications according to FAC-P/PM or DAWIA criteria is under review for this investment.
- Project manager assigned to investment, but does not meet requirements according to FAC-P/PM or DAWIA criteria.
- Project manager assigned but qualification status review has not yet started.
- No project manager has yet been assigned to this investment.

Section B: Summary of Funding (Budget Authority for Capital Assets)

1.

Table I.B.1: Summary of Funding

(In millions of dollars)

(Estimates for BY+1 and beyond are for planning purposes only and do not represent budget decisions)

	PY-1 and earlier	PY 2010	CY 2011 (CY Continuing Resolution)	BY 2012	BY+1 2013	BY+2 2014	BY+3 2015	BY+4 and beyond	Total
Planning:	*	*	*	*	*	*	*	*	*
Acquisition:	*	*	*	*	*	*	*	*	*
Planning & Acquisition Government FTE Costs	*	*	*	*	*	*	*	*	*
Subtotal Planning & Acquisition(DME):	*	*	*	*	*	*	*	*	*
Operations & Maintenance:	*	*	*	*	*	*	*	*	*
Disposition Costs (optional):	*	*	*	*	*	*	*	*	*
Operations, Maintenance, Disposition Government FTE Costs	*	*	*	*	*	*	*	*	*
Subtotal O&M and Disposition Costs (SS):	*	*	*	*	*	*	*	*	*
TOTAL FTE Costs	*	*	*	*	*	*	*	*	*
TOTAL (not including FTE costs):	*	*	*	*	*	*	*	*	*
TOTAL (including FTE costs):	*	*	*	*	*	*	*	*	*
Number of FTE represented by	*	*	*	*	*	*	*	*	*

Table I.B.1: Summary of Funding
(In millions of dollars)

(Estimates for BY+1 and beyond are for planning purposes only and do not represent budget decisions)

	PY-1 and earlier	PY 2010	CY 2011 (CY Continuing Resolution)	BY 2012	BY+1 2013	BY+2 2014	BY+3 2015	BY+4 and beyond	Total
Costs:									

2. Insert the number of years covered in the column “PY-1 and earlier”:

3. Insert the number of years covered in the column “BY+4 and beyond”: *

4. If the summary of funding has changed from the FY 2011 President’s Budget request, briefly explain those changes:

*

Section C: Acquisition/Contract Strategy (All Capital Assets)

1.

Table I.C.1 Contracts Table

Contract Status	Contracting Agency ID	Procurement Instrument Identifier (PIID)	Indefinite Delivery Vehicle (IDV) Reference ID	Solicitation ID	Alternative financing	EVM Required	Ultimate Contract Value (M)	Type of Contract/Task Order (Pricing)	Is the contract a Performance Based Service Acquisition (PBSA)?	Effective date	Actual or expected End Date of Contract/Task Order	Extent Completed	Short description of acquisition
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NONE

2. If earned value is not required or will not be a contract requirement for any of the contracts or task orders above, explain why:

*

3.

- a. Has an Acquisition Plan been developed? If yes, please answer the questions that follow *
- b. Does the Acquisition Plan reflect the requirements of FAR Subpart 7.1 *
- c. Was the Acquisition Plan approved in accordance with agency requirements *
- d. If "yes," enter the date of approval? *
- e. Is the acquisition plan consistent with your agency Strategic Sustainability Performance Plan? *
- f. Does the acquisition plan meet the requirements of EOs 13423 and 13514? *
- g. If an Acquisition Plan has not been developed, provide a brief explanation.

*

Part II: IT Capital Investments

Section A: General

1.
 - a. Confirm that the IT Program/Project manager has the following competencies: configuration management, data management, information management, information resources strategy and planning, information systems/network security, IT architecture, IT performance assessment, infrastructure design, systems integration, systems life cycle, technology awareness, and capital planning and investment control. yes
 - b. If not, confirm that the PM has a development plan to achieve competencies either by direct experience or education.
2. Describe the progress of evaluating cloud computing alternatives for service delivery to support this investment. Only one of the milestones results in a computer system -OpsMaster. The system is being developed in-house and will be hosted wherever the data center is moved to in FY 2011. (All or parts of the data center are expected to move to a cloud.)
3. Provide the date of the most recent or planned Quality Assurance Plan 2011-05-30
4.
 - a. Provide the UPI of all other investments that have a significant dependency on the successful implementation of this investment.
 - b. If this investment is significantly dependent on the successful implementation of another investment(s), please provide the UPI(s).
5. An Alternatives Analysis must be conducted for all Major Investments with Planning and Acquisition (DME) activities and evaluate the costs and benefits of at least three alternatives and the status quo. The details of the analysis must be available to OMB upon request. Provide the date of the most recent or planned alternatives analysis for this investment. 2011-09-01
6. Risks must be actively managed throughout the lifecycle of the investment. The Risk Management Plan and risk register must be available to OMB upon request. Provide the date that the risk register was last updated.

Section B: Cost and Schedule Performance

Table II.B.1. Comparison of Actual Work Completed and Actual Costs to Current Approved Baseline:

Description of Activity	DME or SS	Agency EA Transition Plan Milestone Identifier	Planned Cost (\$M)	Actual Cost (\$M)	Planned Start Date	Actual Start Date	Planned Completion Date	Actual Completion Date	Planned Percent Complete	Actual Percent Complete
EDM Pilot – Identify authoritative data sets	DME	*	\$0.0	\$0.0	2011-02-01	2011-02-01	2011-09-30		10.00%	10.00%
EDM Pilot – select authoritative data set	DME	*	\$0.0	\$0.0	2011-02-01	2011-02-01	2011-09-30		10.00%	10.00%
EDM Pilot – evaluate and select integrated data solution	DME	*	\$0.0	\$0.0	2011-02-01		2011-09-30		10.00%	10.00%
EDM Pilot – deploy pilot and evaluate	DME	*	\$0.2	\$0.0	2011-02-01		2011-09-30		0.00%	0.00%
OPSMaster Development	DME	*	\$0.0	\$0.0	2011-02-01		2011-09-30		0.00%	0.00%
OPSMaster Rollout	DME	*	\$0.0	\$0.0	2011-02-01		2011-09-30		0.00%	0.00%
Cloud Pilot – develop migration selection criteria	DME	*	\$0.0	\$0.0	2011-02-01	2011-03-15	2011-09-30		5.00%	5.00%
Cloud Pilot – select vendor	DME	*	\$0.0	\$0.0	2011-02-01		2011-09-30		0.00%	0.00%

2. If the investment cost, schedule, or performance variances are not within 10 percent of the current baseline, provide a complete analysis of the reasons for the variances, the corrective actions to be taken, and the most likely estimate at completion.

3. For mixed lifecycle or operations and maintenance investments an Operational Analysis must be performed annually. Operational analysis may identify the need to redesign or modify an asset by identifying previously undetected faults in design, construction, or installation/integration, highlighting whether actual operation and maintenance costs vary significantly from budgeted costs, or documenting that the asset is failing to meet program requirements. The details of the analysis must be available to OMB upon request. Insert the date of the most recent or planned operational analysis.

4. Did the Operational analysis cover all 4 areas of analysis: Customer Results, Strategic and Business Results, Financial Performance, and Innovation?

Section C: Financial Management Systems

Table II.C.1: Financial Management Systems			
System(s) Name	System acronym	Type of Financial System	BY Funding
*	*	*	*

Section D: Multi-Agency Collaboration Oversight (For Multi-Agency Collaborations only)

Table II.D.1. Customer Table:	
Customer Agency	Joint exhibit approval date
NONE	

Table II.D.2. Shared Service Providers		
Shared Service Provider (Agency)	Shared Service Asset Title	Shared Service Provider Exhibit 53 UPI (BY 2011)
*	*	*

Table II.D.3. For IT Investments, Partner Funding Strategies (\$millions):							
Partner Agency	Partner exhibit 53 UPI (BY 2012)	CY Monetary Contribution	CY “In-Kind” Contribution	CY Fee-for-Service	BY Monetary Contribution	BY “In-Kind” Contribution	BY Fee-for-Service
NONE							

Table II.D.4. Legacy Systems Being Replaced		
Name of the Legacy Investment of Systems	Current UPI	Date of the System Retirement
*	*	*

Section E: Performance Information

Table I.E.1a. Performance Metric Attributes

Measurement Area (For IT Assets)	Measurement Grouping (For IT Assets)	Measurement Indicator	Reporting Frequency	Unit of Measure	Performance Measure Direction	Baseline	Year Baseline Established for this measure (Origination Date)
Mission and Business Results	Information Sharing	Improved customer satisfaction rating — including a annual survey, quality of service, and fulfillment rating	annual	Customer satisfaction %	Steady	0	2010-10-01
			Fiscal Year	Target	Actual Results	Target “Met” or “Not Met”	Last Updated
			2011	1		Not Due	2011-02-24
Mission and Business Results	Information Sharing	Improved customer satisfaction rating — including annual survey, quality of service, and fulfillment rating	annual	Customer satisfaction %	Steady	0	2010-10-01
			Fiscal Year	Target	Actual Results	Target “Met” or “Not Met”	Last Updated
			2012	1		Not Due	2011-02-24
Technology	Internal Data Sharing	Percentage of Agency data stores covered by enterprise search	annual	Search access %	Steady	0	2010-10-01
			Fiscal Year	Target	Actual Results	Target “Met” or “Not Met”	Last Updated
			2011	1		Not Due	2011-02-24
			2012	1		Not Due	2011-02-24

Processes and Activities	Savings and Cost Avoidance	Percentage of annual operations and maintenance (O&M) savings	annual	Dollar savings %	Steady	0	2010-10-01
			Fiscal Year	Target	Actual Results	Target "Met" or "Not Met"	Last Updated
			2011	1		Not Due	2011-02-24
			2012	1		Not Due	2011-02-24
			annual	Policy %	Steady	0	2010-10-01
			Fiscal Year	Target	Actual Results	Target "Met" or "Not Met"	Last Updated
Mission and Business Results	Information Sharing	Percentage of authoritative data sources under policy control	2011	1		Not Due	2011-02-24
			2012	1		Not Due	2011-02-24
			annual	Policy %	Steady	0	2010-10-01
			Fiscal Year	Target	Actual Results	Target "Met" or "Not Met"	Last Updated
			2011	1		Not Due	2011-02-24
Processes and Activities	Knowledge Management	Percentage of data integration points implemented	2012	1		Not Due	2011-02-24
			annual	Data point impl %	Steady	0	2010-10-01
			Fiscal Year	Target	Actual Results	Target "Met" or "Not Met"	Last Updated
			2011	1		Not Due	2011-02-24
			2012	1		Not Due	2011-02-24
Processes and Activities	Knowledge Management	Percentage of data integration points implemented	annual	Intgration %	Steady	0	2010-10-01
			Fiscal Year	Target	Actual Results	Target "Met" or "Not Met"	Last Updated
			2012	1		Not Due	2011-02-24
			2011	1		Not Due	2011-02-24
			2012	1		Not Due	2011-02-24

Customer Results	Accuracy of Service or Product Delivered	Percentage of data stores tagged with enterprise metadata	annual	Data tagged %	Steady	0	2010-10-01
			Fiscal Year	Target	Actual Results	Target "Met" or "Not Met"	Last Updated
			2011	1		Not Due	2011-02-24
Customer Results	Accuracy of Service or Product Delivered	Percentage of data stores tagged with enterprise metadata	annual	Metadata %	Steady	0	2010-10-01
			Fiscal Year	Target	Actual Results	Target "Met" or "Not Met"	Last Updated
			2012	1		Not Due	2011-02-24
Customer Results	Service Availability	System availability metrics improvement	annual	Customer satisfaction %	Steady	0	2010-10-01
			Fiscal Year	Target	Actual Results	Target "Met" or "Not Met"	Last Updated
			2011	1		Not Due	2011-02-24
Technology	Availability	System availability metrics improvement	2012	1		Not Due	2011-02-24
			annual	Customer satisfaction %	Steady	0	2010-10-01
			Fiscal Year	Target	Actual Results	Target "Met" or "Not Met"	Last Updated
			2011	1		Not Due	2011-02-24
			2012	1		Not Due	2011-02-24

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* - Indicates data is redacted.